

Manager's Report

10/10/2025

Administration

- 1 Joint Use Agreement Final draft provided to new Battalion Chief Dusty Gyves.
Being reviewed by County attorney.
- 2 CC-CSD WTP Agreement Proposed Wednesday, November 5th at 5pm for next meeting.
Notice of Completion filed 3/31/1997. We have 30 years.
Need to finalize by 2027.
- 3 Training Director Hopson and I attended the CSDA Leadership Academy
Conference in Redding. It provided an overview of Leadership
and Governance.

Committee Meetings

<u>R&P Committee</u>	Future Meeting: TBD
<u>Personnel Committee</u>	Future Meeting: Oct/Nov Indoor Heat & Illness Policy Succession Planning
<u>Ordinance Committee</u>	Future Meeting: Oct/Nov Document Management Policy
<u>Finance Committee</u>	Future Meeting: Oct/Nov Asset Management Plan
<u>Public Info. Committee</u>	Future Meeting: TBD
<u>Ad Hoc - WTP Contract</u>	April 10th - first meeting. Next meeting proposed on Nov. 5th

Operations

1. Leaks

	Current	FYTD
<u>Mainline Leaks - Repaired</u>	2	3
4271 Rutgers (2) saddles replaced		
<u>Service Leaks - Repaired</u>	2	4
9105 Chaparral		
15837 Nauvoo		
<u>Service Lines - Replaced</u>	1	3
8771 Glendive		
<u>Service Lines - Planned</u>		

2. New Meters - Installed

This past month:	1	Fiscal Year TOTAL:	1
sold to:	Nantucket	Annual Projection:	4
		WAC Total	0

3. Misc Activities

Dead End Flushing	10	62 of	100
Tank Maintenance Program	Planning C1 in spring 2026		
JPIA Infrared Imaging	On-hold - Coordinating with JPIA for a free IR imaging of all sites.		
Cross Control Update	Coordinating with County for Well Completion Reports. Backflow Test Kit Received		
Pump Maintenance	Muletown Pump #1 Bearing Seal Repair CPS VFD To Be Updated		
Rutgers Leak	Corp Stop/Saddle Failure; Bubbled asphalt and washed out road Installed New Pipe and (2) saddles		
AC Pavement Repair	completed Dartmouth		

Regular Board Meeting of the Board of Directors
Wednesday, October 15, 2025

7:00 PM

AGENDA

TO ADDRESS THE BOARD DURING OPEN TIME OR NOTICED PUBLIC HEARINGS: pursuant to the Brown Act (Government Code Section 54950 et seq.) action or Board discussion can not be taken on open time matters other than to receive the comments, and if deemed necessary, to refer the subject matter to the District Manager for follow-up and/or to schedule the matter on a subsequent Board agenda.

ITEM

FUNCTION

PRELIMINARY BUSINESS

- | | | |
|---|--|-------------|
| 1 | Call to Order | |
| 2 | Public Comment Period – Open Time – This time is set for members of the public to address the Board on matters not on the agenda. If your comments concern an item noted on the regular agenda, please address the Board after that item is open to public comments. By law, the Board of Directors cannot discuss or make decisions on matters that are not on the agenda. The Board will customarily refer these matters to the District Manager’s Office. Each speaker is allocated (5) minutes to speak for a maximum of 20 minutes on each subject. Speakers may not cede their time. Comments should be limited to matters within the jurisdiction of the District. After receiving recognition from the Board President, please state your name and comments. | |
| 3 | Approval of the minutes of:
September 17, 2025, Regular Board Meeting | Action |
| 4 | Authorize Payment of Bills for Current Expenses | Action |
| 5 | Status of the Budget Report | Information |

NEW BUSINESS

- | | | |
|---|--|--------|
| 1 | Consider Change Order for the PLC, Radio and Antenna Replacement Project | Action |
|---|--|--------|

OLD BUSINESS

- | | | |
|---|--|-------------|
| 1 | Muletown Pump Station Generator Project Update | Information |
| 2 | Carr Fire Recovery Project Update | Information |
| 3 | Muletown Turnout 10-Inch Meter Replacement Project | Information |

GENERAL BUSINESS

1	Correspondence	Information
2	Director's Report	Information
3	Manager's Report	Information
4	Committee Reports	Information
5	Announcements	
6	Adjournment	

Next Scheduled Board Meeting
November 19, 2025 @ 7:00 P.M.

"This is an equal opportunity provider"

In compliance with the Americans with Disabilities Act, the Centerville Community Services District will make available to any member of the public who has a disability, a needed modification or accommodation, including an auxiliary aid or service, for that person to participate in the public meeting. A person needing assistance should contact the district office by telephone at (530) 246-0680, or in person or by mail at 8930 Placer Road, Redding, California 96001, or by e-mail at tteuscher@centervillecsd.com, at least two working days in advance. Accommodation may include, but are not limited to, interpreters, assistive listening devices, accessible seating, or documentation in an alternate format. If requested, this document and other agenda materials can be made available in an alternative format for persons with a disability who are covered by the Americans with Disabilities Act.

CENTERVILLE COMMUNITY SERVICES DISTRICT
REGULAR BOARD OF DIRECTORS MEETING

Directors Present: President Hopson, Director Woodstrom and Director Whitehead
Absent: Vice President Oliver and Director Richison
Others Present: Tina Teuscher and Chris Muehlbacher

PRELIMINARY BUSINESS:

1. Call to Order: President Hopson called the meeting to order at 7:00 pm.
2. Public Comment Period: President Hopson opened the public comment period. No comments were received. The public comment period was closed.
3. Approval of August 20, 2025, minutes: Director Woodstrom moved to approve the minutes. Director Whitehead seconded. The vote was unanimous. Motion carried.
4. Authorize Payment of Bills for Current Expenses: Director Whitehead moved to pay the bills. Director Woodstrom seconded. Mr. Muehlbacher stated that the payment to Clear Creek CSD includes the annual payments of the backwash project as well as the interest payments to date for the backwash loan, and their regular invoice for August.

Director Woodstrom stated that the Clear Creek invoices should not be paid until Clear Creek provides backup for the invoices as well as how they obtained the new CPI for the monthly Admin charges. He would like the Finance Committee to review the invoices and backup provided. The Board directed staff to hold the payment until everything could be reviewed. The Board also directed Mr. Muehlbacher to schedule the Ad Hoc meeting.

The payment to Superior Tank Solutions is the quarterly payment for the tank coating project. The Wagner Electric payment is for the work on the PLC's. The vote was unanimous. Motion carried.

5. Status of the Budget Report: Mr. Muehlbacher stated that the O&M revenue thru August was \$400,135 versus expenses of \$247,262. He mentioned that consumption and both pump zones are continuing to trend lower than budget. Expenses are consistent with budget.

The Capital revenue was \$15,714 versus expenses of \$107,970. He mentioned that the quarterly tank coating was included.

Reserve Fund Status Sheet: The total reserve is \$1,491,286. Mr. Muehlbacher stated the increase was due to a \$100,000 transfer from the operating account.

NEW BUSINESS

- 1 Authorization to Purchase a Meter for the Muletown Turnout: Mr. Muehlbacher stated that during the PLC replacement project, the 10" meter faulted and is beginning to show signs of failure with the pulse function not working. Due to the meter age, McCrometer recommends replacing the entire meter. The projected cost to replace the new 10" Mag Meter is approximately \$11,000. The cost for the meter itself is \$7,500.00.

Director Woodstrom moved to authorize the purchase of the new 10" meter. Director Whitehead seconded. The vote was unanimous. Motion carried.

OLD BUSINESS

- 1 Muletown Pump Station Generator Project Update: There are no updates at this time.
- 2 Carr Fire Recovery Project Update: There are no updates at this time.
- 3 PLC, Radio and Antenna Replacement Project Update: Mr. Muehlbacher stated that during field efforts PACE Engineering observed the following items which District staff is reviewing prior to presenting them to the Resource and Planning Committee for further consideration. The control screen at the Zone C Pump station is an aging asset and it is recommended that it be replaced. The estimated cost would be \$2,600. The Zone C Pump Station also needs to have Hand-Off-Auto (HOA) switches installed, and the VFD's are 15 years old and are showing signs of needing to be replaced.

The Zone A Pump Station needs either a swamp cooler or a mini split to keep temperatures below 125°F. The equipment inside should be kept in a cooler environment.

- 4 Discussion regarding the activity status of the Volunteer Fire Department Station No. 52: Mr. Muehlbacher stated that he obtained the public record report from the County. He stated that Centerville contributes approximately 16% of Shasta County Fire's budget. The total property taxes contributed are \$410,274. Director Whitehead stated that he had thought of checking with Shasta CSD Fire Department and see if Centerville could become part of their sphere of influence and they could get our fire tax revenue. A brief discussion followed regarding attracting new volunteers. Mr. Muehlbacher stated that he has not received any response from Battalion Chief Dusty Gyves or their Public Information Officer.
- 5 Consider Adoption of Ordinance 2025-01 Establishing Compensation and Reimbursement for Directors – Second Reading Action: Mr. Muehlbacher stated that at this evening's meeting the District Secretary will read the Ordinance by title only, then after any discussion the President will call for a roll call vote. District Secretary Teuscher read the Ordinance in title only.

Director Woodstrom moved to adopt Ordinance 2025-01, establishing compensation and reimbursement for Directors. Director Whitehead seconded. President Hopson called for a roll call vote: Director Woodstrom – yes; Director Whitehead – yes; President Hopson – yes and Director Richison and Vice President Oliver were absent. Motion carried.

GENERAL BUSINESS:

- 1 Correspondence: None.
- 2 Director's Report: None.
- 3 Manager's Report: Mr. Muehlbacher stated that a new meter was sold on Nantucket this past week.

Regarding operations, the field operators along with Zeis Construction repaired a water main leak on Dartmouth. He shared the saddle and pipe that were damaged.
- 4 Committee Reports: None.
- 5 Announcements: The next Board Meeting will be held October 15, 2025.
- 6 Adjournment: The meeting adjourned at 7:55 pm.

Centerville Community Services District
Profit & Loss Budget Performance
September 2025

	Sep 25	Budget	\$ Over Budget	Jul - Sep 25	YTD Budget	\$ Over Budget
Ordinary Income/Expense						
Income						
41000 · WATER SALES						
41100 · Base Rate	48,586.75	48,420.00	166.75	145,686.50	145,260.00	426.50
41200 · Consumption Rate	96,120.74	97,000.00	-879.26	304,038.22	329,000.00	-24,961.78
41210 · Late Fees	2,443.81	2,300.00	143.81	6,416.09	7,900.00	-1,483.91
41400 · Pump Zone A (Base Rate)	1,608.75	1,700.00	-91.25	4,826.25	5,000.00	-173.75
41450 · Pump Zone A (Power Comp)	3,491.91	3,400.00	91.91	10,769.64	11,800.00	-1,030.36
41500 · Pump Zone A-1 (Base Rate)	455.00	460.00	-5.00	1,365.00	1,380.00	-15.00
41550 · Pump Zone A-1(Power Comp)	865.04	1,100.00	-234.96	2,841.86	3,400.00	-558.14
Total 41000 · WATER SALES	153,572.00	154,380.00	-808.00	475,943.56	503,740.00	-27,796.44
41600 · RESERVE FUNDS						
41605 · Consumption Surcharge	3,383.20	3,400.00	-16.80	10,737.44	11,600.00	-862.56
41700 · Water Treatment Plant Fee	6,738.58	6,800.00	-61.42	21,308.14	23,200.00	-1,891.86
41800 · Rate Stabilization Fee	10,102.64	10,200.00	-97.36	31,945.32	34,800.00	-2,854.68
56250 · Transfer Reserve Funds	-20,224.42	-20,400.00	175.58	-63,990.90	-69,600.00	5,609.10
Total 41600 · RESERVE FUNDS	0.00	0.00	0.00	0.00	0.00	0.00
42000 · SERVICE INSTALLATION - METERS						
42100 · Connection Charges	500.00	400.00	100.00	500.00	400.00	100.00
Total 42000 · SERVICE INSTALLATION - METERS	500.00	400.00	100.00	500.00	400.00	100.00
43000 · INTEREST						
43001 · LAIF	0.00	0.00	0.00	14,332.07	13,000.00	1,332.07
43002 · Other Interest	1.38	4.00	-2.62	4.92	12.00	-7.08
Total 43000 · INTEREST	1.38	4.00	-2.62	14,336.99	13,012.00	1,324.99
44100 · General Property Tax-422						
44840 · Cent. Admin Fee TSWAD 2001-1	0.00	0.00	0.00	2,500.00	0.00	2,500.00
Total 44100 · General Property Tax-422	0.00	0.00	0.00	2,500.00	0.00	2,500.00

Centerville Community Services District
Profit & Loss Budget Performance
September 2025

	Sep 25	Budget	\$ Over Budget	Jul - Sep 25	YTD Budget	\$ Over Budget
45000 · OTHER OPER. REVENUE						
45400 · Misc. Revenue	0.00	40.00	-40.00	201.29	120.00	81.29
45850 · Backflow Prevention Testing	251.75	300.00	-48.25	755.25	900.00	-144.75
45955 · Will Serve - Admin	0.00			50.00		
Total 45000 · OTHER OPER. REVENUE	251.75	340.00	-88.25	1,006.54	1,020.00	-13.46
49706 · Water Sales Bella Vista	0.00	0.00	0.00	60,300.00	60,300.00	0.00
Total Income	154,325.13	155,124.00	-798.87	554,587.09	578,472.00	-23,884.91
Gross Profit	154,325.13	155,124.00	-798.87	554,587.09	578,472.00	-23,884.91
Expense						
51000 · WATER COSTS						
51100 · Raw Water Charge	1,147.02	5,500.00	-4,352.98	10,405.11	18,600.00	-8,194.89
51300 · Oper.& Maint. - Clear Creek	10,724.40	14,400.00	-3,675.60	32,373.31	40,300.00	-7,926.69
51305 · Administration - Clear Creek	5,343.21	6,800.00	-1,456.79	19,606.48	23,100.00	-3,493.52
51315 · Restoration Fee	1,262.34	5,300.00	-4,037.66	10,303.47	18,100.00	-7,796.53
51317 · Water Right Fees	0.00	0.00	0.00	0.00	0.00	0.00
51325 · WINN Act Lawsuit	0.00	170.00	-170.00	650.05	510.00	140.05
Total 51000 · WATER COSTS	18,476.97	32,170.00	-13,693.03	73,338.42	100,610.00	-27,271.58
52000 · TRANSMISSION & DISTRIB.						
52100 · General Repair & Maint.	9,166.88	6,100.00	3,066.88	12,787.08	18,300.00	-5,512.92
52130 · Zone A - Repair and Maintenance	0.00	0.00	0.00	0.00	0.00	0.00
52140 · Zone A1 - Repair and Maintenance	0.00	0.00	0.00	0.00	0.00	0.00
52200 · Operating Supplies & Expense	2,618.39	2,000.00	618.39	5,862.86	6,000.00	-137.14
52400 · Utilities - General Plant	151.54	140.00	11.54	453.66	440.00	13.66
52425 · Elect., Muletown Pump Station	296.56	300.00	-3.44	1,058.17	900.00	158.17
52450 · Elect., Towerview Pump Station	178.35	250.00	-71.65	704.43	750.00	-45.57
52500 · Utilities Pump Zone A	5,280.48	5,500.00	-219.52	17,360.20	18,000.00	-639.80
52600 · Utilities Pump Zone A-1	943.64	1,100.00	-156.36	3,019.85	3,300.00	-280.15
52850 · Backflow Prevention Testing	0.00	0.00	0.00	0.00	0.00	0.00
Total 52000 · TRANSMISSION & DISTRIB.	18,635.84	15,390.00	3,245.84	41,246.25	47,690.00	-6,443.75

Centerville Community Services District

Profit & Loss Budget Performance

September 2025

	Sep 25	Budget	\$ Over Budget	Jul - Sep 25	YTD Budget	\$ Over Budget
53000 · EQUIPMENT						
53100 · Equipment Repairs & Maint.	643.18	700.00	-56.82	643.18	2,100.00	-1,456.82
53200 · Gasoline	642.54	700.00	-57.46	1,788.05	2,100.00	-311.95
Total 53000 · EQUIPMENT	1,285.72	1,400.00	-114.28	2,431.23	4,200.00	-1,768.77
54000 · ADMINISTRATIVE						
54100 · Liability Insurance - District	0.00	0.00	0.00	10,995.89	11,000.00	-4.11
54150 · Utilities-District Office	988.51	1,000.00	-11.49	3,145.86	3,000.00	145.86
54200 · Telephone - District Office	862.10	750.00	112.10	2,318.59	2,250.00	68.59
54250 · SWRCB Fees	0.00	0.00	0.00	0.00	0.00	0.00
54300 · Travel & Training	1,390.00	500.00	890.00	1,691.18	1,500.00	191.18
54325 · Employee Recognition	21.34	100.00	-78.66	33.31	300.00	-266.69
54375 · LAFCO	0.00	0.00	0.00	2,554.86	4,000.00	-1,445.14
54400 · Miscellaneous	0.00	50.00	-50.00	80.00	150.00	-70.00
54455 · Watershed Sanitary Survey	0.00			992.10		
54500 · Engineering - District Engineer	0.00	900.00	-900.00	0.00	2,700.00	-2,700.00
54550 · Legal-Dist. Attorney	0.00	900.00	-900.00	5,216.07	2,700.00	2,516.07
54600 · Accounting-Audit & Consult	14,200.00	15,000.00	-800.00	14,200.00	17,000.00	-2,800.00
54625 · Meals	243.26	75.00	168.26	330.82	225.00	105.82
54650 · Office Supplies	309.37	750.00	-440.63	1,054.42	2,250.00	-1,195.58
54680 · Merchant Fees	5.00	100.00	-95.00	237.15	300.00	-62.85
54700 · Postage	0.00	900.00	-900.00	1,123.23	2,700.00	-1,576.77
54750 · Office Equipment (Small)	1,940.28	1,800.00	140.28	4,934.68	5,400.00	-465.32
54800 · Office Building - R&M	482.02	750.00	-267.98	1,260.03	2,250.00	-989.97
54850 · Directors Compensation	150.00	450.00	-300.00	700.00	1,350.00	-650.00
54900 · Subscription & Licenses	9,474.92	3,300.00	6,174.92	15,005.94	9,900.00	5,105.94
Total 54000 · ADMINISTRATIVE	30,066.80	27,325.00	2,741.80	65,874.13	68,975.00	-3,100.87

Centerville Community Services District

Profit & Loss Budget Performance

September 2025

	Sep 25	Budget	\$ Over Budget	Jul - Sep 25	YTD Budget	\$ Over Budget
55000 · WAGES & BENEFITS						
55100 · Salaries	35,043.91	35,400.00	-356.09	104,724.68	106,200.00	-1,475.32
55110 · Salaries - Standby	300.00	500.00	-200.00	1,125.00	1,500.00	-375.00
55120 · Overtime	778.58	700.00	78.58	4,245.42	2,100.00	2,145.42
55200 · Salaries - Part Time Employees	1,432.04	1,800.00	-367.96	4,385.32	5,400.00	-1,014.68
55300 · Pension - Retirement	3,223.06	3,800.00	-576.94	68,575.62	70,600.00	-2,024.38
55400 · Insurance - Emp. Health&Dental	9,766.23	10,000.00	-233.77	29,298.69	30,000.00	-701.31
55500 · Workman's Comp. Insurance	0.00	7,000.00	-7,000.00	0.00	7,000.00	-7,000.00
55600 · F.I.C.A.	2,298.51	2,400.00	-101.49	7,008.20	7,200.00	-191.80
55700 · Medicare Tax	537.57	550.00	-12.43	1,639.03	1,650.00	-10.97
Total 55000 · WAGES & BENEFITS	53,379.90	62,150.00	-8,770.10	221,001.96	231,650.00	-10,648.04
58050 · Suspense	200.00			200.00		
Total Expense	122,045.23	138,435.00	-16,389.77	404,091.99	453,125.00	-49,033.01
Net Ordinary Income	32,279.90	16,689.00	15,590.90	150,495.10	125,347.00	25,148.10
Net Income	32,279.90	16,689.00	15,590.90	150,495.10	125,347.00	25,148.10

Centerville Community Services District

Capital Profit & Loss Budget Performance

September 2025

	Sep 25	Budget	\$ Over Budget	Jul - Sep 25	YTD Budget	\$ Over Budget
Ordinary Income/Expense						
Income						
43000 · INTEREST						
43003 · Shasta Co 422 Interest	0.00	0.00	0.00	160.33	200.00	-39.67
Total 43000 · INTEREST	0.00	0.00	0.00	160.33	200.00	-39.67
44100 · General Property Tax-422						
44125 · Current Secured Taxes-0&M	0.00	0.00	0.00	3,684.36	4,000.00	-315.64
44127 · Current Unitary Taxes	0.00	0.00	0.00	0.00	0.00	0.00
44130 · Curr Sec Adv Teeter	0.00	0.00	0.00	4,758.09	4,000.00	758.09
44131 · Curr Supp Teeter	0.00	0.00	0.00	606.62	500.00	106.62
44135 · Supp Taxes Current	0.00	0.00	0.00	683.75	800.00	-116.25
44140 · Curr Unsecured Taxes	0.00	0.00	0.00	60.34	100.00	-39.66
44145 · Supp Taxes Prior	0.00	0.00	0.00	6.93	10.00	-3.07
44150 · Prior Year Unsecured Taxes	0.00	0.00	0.00	46.41	20.00	26.41
44155 · Homeowner's Exemption - 422	0.00	0.00	0.00	0.00	0.00	0.00
Total 44100 · General Property Tax-422	0.00	0.00	0.00	9,846.50	9,430.00	416.50
46000 · CAPITAL FUNDS						
46100 · Capacity Charge	22,147.00	22,500.00	-353.00	22,147.00	22,500.00	-353.00
Total 46000 · CAPITAL FUNDS	22,147.00	22,500.00	-353.00	22,147.00	22,500.00	-353.00
49000 · TAXES & ASSESSMENTS						
49350 · Sp./Asst Texas Springs 2001-1	0.00	0.00	0.00	5,706.83	6,000.00	-293.17
Total 49000 · TAXES & ASSESSMENTS	0.00	0.00	0.00	5,706.83	6,000.00	-293.17
49500 · OTHER CAPITAL REVENUE						
49505 · Other Interest	0.00	5.00	-5.00	0.73	15.00	-14.27
49550 · New Water Purchase Fee	600.00	600.00	0.00	600.00	600.00	0.00
Total 49500 · OTHER CAPITAL REVENUE	600.00	605.00	-5.00	600.73	615.00	-14.27
Total Income	22,747.00	23,105.00	-358.00	38,461.39	38,745.00	-283.61
Gross Profit	22,747.00	23,105.00	-358.00	38,461.39	38,745.00	-283.61

Centerville Community Services District

Capital Profit & Loss Budget Performance

September 2025

	Sep 25	Budget	\$ Over Budget	Jul - Sep 25	YTD Budget	\$ Over Budget
Expense						
51000 · WATER COSTS						
51255 · Clear Creek SWRCB Contract	0.00	0.00	0.00	13,266.81	0.00	13,266.81
Total 51000 · WATER COSTS	0.00	0.00	0.00	13,266.81	0.00	13,266.81
52000 · TRANSMISSION & DISTRIB.						
52950 · Treatment Plant Pond's Project	0.00	0.00	0.00	11,107.28	0.00	11,107.28
Total 52000 · TRANSMISSION & DISTRIB.	0.00	0.00	0.00	11,107.28	0.00	11,107.28
57000 · DISTRIBUTION SYSTEM IMPROVE.						
57090 · Tank Coating Program	0.00	0.00	0.00	39,699.08	45,000.00	-5,300.92
Total 57000 · DISTRIBUTION SYSTEM IMPROVE.	0.00	0.00	0.00	39,699.08	45,000.00	-5,300.92
57400 · PRINCIPAL EXPENSE						
57406 · Sp./Asst. TxS Sprg 2001-1 Prin.	0.00	0.00	0.00	9,700.00	9,000.00	700.00
Total 57400 · PRINCIPAL EXPENSE	0.00	0.00	0.00	9,700.00	9,000.00	700.00
57500 · INTEREST EXPENSE						
57506 · Sp./Asst. TxS Sprg 2001-1 Int.	0.00	0.00	0.00	5,368.50	5,400.00	-31.50
Total 57500 · INTEREST EXPENSE	0.00	0.00	0.00	5,368.50	5,400.00	-31.50
57800 · BOND ADMIN. FEE						
57806 · NBS Admin. Fee TSWAD 2002-1	1,264.08	1,250.00	14.08	1,264.08	1,250.00	14.08
57840 · Cent. Admin Fee TSWAD 2001-1	0.00	0.00	0.00	0.00	0.00	0.00
Total 57800 · BOND ADMIN. FEE	1,264.08	1,250.00	14.08	1,264.08	1,250.00	14.08
58000 · OTHER CAPITAL EXPENSES						
58070 · Muletown Pump - Generator	0.00	0.00	0.00	-7,288.54	0.00	-7,288.54
58080 · Telemetry Replacement Program	5,308.62	45,000.00	-39,691.38	61,027.19	106,000.00	-44,972.81
58085 · Clear Creek SCADA Tie In	6,631.13			6,631.13		
Total 58000 · OTHER CAPITAL EXPENSES	11,939.75	45,000.00	-33,060.25	60,369.78	106,000.00	-45,630.22
Total Expense	13,203.83	46,250.00	-33,046.17	140,775.53	166,650.00	-25,874.47
Net Ordinary Income	9,543.17	-23,145.00	32,688.17	-102,314.14	-127,905.00	25,590.86
Net Income	9,543.17	-23,145.00	32,688.17	-102,314.14	-127,905.00	25,590.86

CENTERVILLE COMMUNITY SERVICES DISTRICT RESERVE FUND STATUS

September 30, 2025

DESCRIPTION		Balance as of 7-1-2025	Balance as of Last Month	Current Balance	Projected Balance As of 7-1-2026	Goal Range
DESIGNATED RESERVES:						
Operation & Maintenance		\$406,359.97	\$463,441.39	\$536,108.94	\$486,000.00	\$614k - \$920k (2)
Water Treatment Plant		\$249,846.89	\$260,040.06	\$267,108.40	\$303,000.00	\$250k - \$500k (3)
Carr Fire Funds		\$156,297.70	\$157,981.71	\$157,981.71	\$158,000.00	
Pump Sta. Rep. & Maint. (Zones A & A1)		\$16,024.24	\$16,196.89	\$16,196.89	\$22,000.00	
Capital Improvement Reserve		\$372,107.57	\$415,912.44	\$336,176.55	\$350,000.00	
Subtotal		\$1,200,636.37	\$1,313,572.49	\$1,313,572.49	\$1,319,000.00	
OBLIGATED RESERVES:						
Capacity Charge		\$119,370.25	\$130,958.19	\$130,958.19	\$209,000.00	
Subtotal		\$119,370.25	\$130,958.19	\$130,958.19	\$209,000.00	
RESTRICTED RESERVES;						
	<u>Maturity Date</u>					
Texas Springs Assessment	6/30/2041	\$44,793.92	\$46,755.35	\$52,462.55	\$33,000.00	
Subtotal		\$44,793.92	\$46,755.35	\$52,462.55	\$33,000.00	
Total Reserve Balance		\$1,364,800.54	\$1,491,286.03	\$1,496,993.23	\$1,561,000.00	

- | | | |
|---|----------------|---|
| 1 | O&M Goal Range | Goal Range is projected to achieve the Reserve Policy range within 3 - 7 years using the Rate Stabilization Fee. |
| 2 | WTP Goal Range | Goal Range is projected to achieve the Reserve Policy range within 1.5 - 5 years using the Water Treatment Plant Fee. |



MEMORANDUM

DATE: October 10, 2025

TO: Board of Directors

FROM: Chris Muehlbacher

Subject: **New Business 1 – Consider Change Order for the PLC, Radio, and Antenna Replacement Project**

Recommendation

ACTION – That the Board consider approving the two change orders.

Item Explanation

During the field efforts, PACE Engineering made observations and made recommendations for improving the controls system which are outside of the original scope of work for this project. Bryan Gentiles of PACE Engineering will be in attendance to provide an overview of these change orders as well as answer any questions.

Below is a summary of each change order.

Change Order 1 - \$6,426

This change order is to supply and install two Optix Panels at the Muletown Pump Station and the C Pump Station. The existing panels are approaching the end of their remaining useful lives and are not directly compatible with the new PLCs. While they can be used, much time will be spent on programming their compatibility. Instead of that, this change order would provide new panels that are directly compatible with the PLCs and will extend the life of the asset. These panels display such critical information as the valve position, flows, tank height, suction & discharge pressure among many other options.

Change Order 2 - \$5,238

This change order is to install two Hand-Off-Auto (HOA) Mode switches for the two pumps at the C Pump Station as well as install a circulating fan for the control cabinets at the Zone A and Zone B Tanks.

Installation of the HOA switches at the C Pump Station will standardize this station with the other stations making operation simpler for the operator staff. It also provides a direct and easier ability to control the equipment. The current configuration requires significant effort to have local control.

As identified during the field efforts, PACE Engineering discovered excessive heat within the stations. This change order would also provide exhaust/circulation fans for the control boxes. This is a critical step in providing a more suitable environment for the communications equipment.

Additional Information

PACE Engineering also provided other recommendations that staff continue to evaluate. This includes providing cooling options for the controls at the A1 Tank as well as the A & A1 Pump Stations.

On a related note, it has been confirmed that the A Pump Station does not have any attic insulation. Staff will consider options for making that improvement and will report back to the Board.

Financial Impact

This project is funded with a \$142k ARPA Shasta County grant with the remainder being funded by the Capital Improvement Reserve. Below is a summary of the approved budget.

Tasks	Approved Budget	Expenses to Date
Engineering	144,000	\$133,644
PLC & Telemetry System	135,000	\$80,895
Contingency	20,000	0
Total	299,000	214,539

At present, both the engineering and construction remain on budget and is anticipated to continue this trend. This project includes a contingency for issues like the items being presented in Change Orders 1 & 2. These items are beyond the scope of work of this project but will enhance the final project as well as the resulting operations.

Adequate funds are available in the Capital Improvement Reserve.

It is recommended that the Board authorize both change orders in total of \$11,664.

Attachments

- Change Orders 1 & 2

WAGNER ELECTRIC
1856 Keystone Ct.
Redding, CA 96003
Lic. 235358

(530) 223-4600
Fax (530) 223-4682

Centerville Community Services
Attn: Daniel Peters
8930 Placer Rd
Redding, CA 96001

September 29, 2025
(530) 551-9500
dpeters@centervillecsd.com

Wagner Electric is pleased to present the following quotation per your request:

Centerville Telemetry Project
Change Order #1

We will supply and install (2) Optix Panel operator panels at (2) separate locations. We will modify the front panels of each of the locations and integrate the panels. We will make the necessary terminations and test the system for proper functionality.

CHANGE ORDER PRICE \$6,426.00
SIX THOUSAND FOUR HUNDRED TWENTY-SIX DOLLARS
DUE UPON: Completion

Most major credit cards are accepted for your convenience; please add 3% for the processing fee.

WHERE APPLICABLE, WAGNER ELECTRIC IS NOT RESPONSIBLE FOR BROKEN UNDERGROUND LINES OR CONDUITS.

No work shall commence until the signed contract is received. The contract is void if not accepted within 15 days. All work is done according to local and national electrical codes. Materials are guaranteed for one (1) year and labor for two (2) years. All trenching, backfilling, compaction, saw-cutting, and patching of concrete and asphalt will be done by others unless otherwise stated in contract. We will not be responsible for fees or permits unless otherwise stated in contract. **Please see reverse side of this contract for additional conditions of this contract.**

Contractor _____

Date _____

ACCEPTED BY _____

Date _____

Contractors are required by law to be licensed and regulated by the Contractor's State License Board. Any questions concerning a contractor may be referred to the registrar of the board whose address is:

**Contractor's State License Board
3132 Bradshaw Rd.
Sacramento, CA 95826**

You, the buyer, may cancel this transaction at any time prior to midnight of the third business day after the date of this transaction.

ACCEPTANCE

You are hereby authorized to furnish all materials and labor required to complete the work mentioned in the above proposal, for which _____ agree(s) to pay the amount mentioned in said proposal, and according to the terms thereof.

Payment is due upon completion of contract, unless other arrangements have been made. A service charge of 1 ½% per month will be charged on all past due accounts with a minimum of \$5.00 (18% annually). In the event that litigation is necessary to enforce collection; court costs, attorney's fees, and all other costs incurred will be charged to the customer.

NOTICE TO OWNER

Under the Mechanics' Lien Law, any contractor, subcontractor, laborer, material handler, or other person who helps to improve your property and is not paid for his or her labor, services or material, has a right to enforce his claim against your property. Under the law, you may protect yourself against such claims by filing, before commencing such work of improvement, an original contract for the work of improvement or a modification thereof, in the office of the county where the property is situated and requiring that a contractor's payment bond be recorded in such office. Said bond shall be in an amount not less than fifty percent (50%) of the contract price and shall, in addition to any conditions for the performance of the contract, be conditioned for the payment in full of the claims of all persons furnishing labor, services, equipment or materials for the work described in said contract.

Thank you for the opportunity to bid your Project!

WAGNER ELECTRIC
1856 Keystone Ct.
Redding, CA 96003
Lic. 235358

(530) 223-4600
Fax (530) 223-4682

Centerville Community Services
Attn: Daniel Peters
8930 Placer Rd
Redding, CA 96001

October 9, 2025
(530) 551-9500
dpeters@centervillecsd.com

Wagner Electric is pleased to present the following quotation per your request:

Centerville Telemetry Project
Change Order #2

We will add (2) Hand-Off-Auto Mode switches to CP-1 at VFD's. We will install new wire between CP-1 and the VFD's. We will reconfigure wiring and make terminations. At zone A & B tank, we will install circulating fans in each of the cabinets. We will wire the fans into the power supply.

CHANGE ORDER PRICE \$5,238.00

FIVE THOUSAND TWO HUNDRED THIRTY-EIGHT DOLLARS
DUE UPON: Completion

Most major credit cards are accepted for your convenience; please add 3% for the processing fee.

WHERE APPLICABLE, WAGNER ELECTRIC IS NOT RESPONSIBLE FOR BROKEN UNDERGROUND LINES OR CONDUITS.

No work shall commence until the signed contract is received. The contract is void if not accepted within 15 days. All work is done according to local and national electrical codes. Materials are guaranteed for one (1) year and labor for two (2) years. All trenching, backfilling, compaction, saw-cutting, and patching of concrete and asphalt will be done by others unless otherwise stated in contract. We will not be responsible for fees or permits unless otherwise stated in contract. **Please see reverse side of this contract for additional conditions of this contract.**

Contractor _____

Date _____

ACCEPTED BY _____

Date _____

Contractors are required by law to be licensed and regulated by the Contractor's State License Board. Any questions concerning a contractor may be referred to the registrar of the board whose address is:

**Contractor's State License Board
3132 Bradshaw Rd.
Sacramento, CA 95826**

You, the buyer, may cancel this transaction at any time prior to midnight of the third business day after the date of this transaction.

ACCEPTANCE

You are hereby authorized to furnish all materials and labor required to complete the work mentioned in the above proposal, for which _____ agree(s) to pay the amount mentioned in said proposal, and according to the terms thereof.

Payment is due upon completion of contract, unless other arrangements have been made. A service charge of 1 ½% per month will be charged on all past due accounts with a minimum of \$5.00 (18% annually). In the event that litigation is necessary to enforce collection; court costs, attorney's fees, and all other costs incurred will be charged to the customer.

NOTICE TO OWNER

Under the Mechanics' Lien Law, any contractor, subcontractor, laborer, material handler, or other person who helps to improve your property and is not paid for his or her labor, services or material, has a right to enforce his claim against your property. Under the law, you may protect yourself against such claims by filing, before commencing such work of improvement, an original contract for the work of improvement or a modification thereof, in the office of the county where the property is situated and requiring that a contractor's payment bond be recorded in such office. Said bond shall be in an amount not less than fifty percent (50%) of the contract price and shall, in addition to any conditions for the performance of the contract, be conditioned for the payment in full of the claims of all persons furnishing labor, services, equipment or materials for the work described in said contract.

Thank you for the opportunity to bid your Project!



MEMORANDUM

Date: October 9, 2025
To: Board of Directors
From: Chris Muehlbacher
Subject: **Old Business 1 – Muletown Pump Station Generator Project Update**

Recommendation

INFORMATION – This memo provides a project update.

Discussion

The change in scope of work and budget amendment has been finalized by CalOES and submitted to FEMA for consideration. No further update is available.

The District also requested an 18-month time extension. The extension was approved until January 9, 2026.

Below is a summary of amended project costs:

Description	Amount
Revised Project Budget	\$705,900
FEMA Funding	\$529,425
REU Funding	\$125,000
Centerville Funding	\$51,475

Attachment(s) – None



MEMORANDUM

Date: October 9, 2025
To: Board of Directors
From: Chris Muehlbacher
Subject: **Old Business 2 – Carr Fire Recovery Project Update**

Recommendation

INFORMATION – This is a project update and an agenda place holder. Currently, no further update is available.

The remaining \$158k continues to be held in the District's LAIF account compounding interest.

Discussion

At present, FEMA is finalizing the close-out process. Of the seven projects total, FEMA has reconciled and closed out five of them. The remaining two projects needing to be reconciled and closed include Direct Administrative Charges (DAC) and Miscellaneous projects. The DAC will pay an additional \$16k for the District's administrative costs. Once staff completes the DAC details for FEMA, it is anticipated that the remaining close out process will be completed within the near future.

Fiscal Impact

It is anticipated that the remaining reserve funds will be retained by the District. It has been reaffirmed by the consultant that part of the close-out process is to confirm that the projects were completed, the expenses are valid, and that there were no additional funding sources such as an insurance claim.

In summary, FEMA awarded a total of seven (7) projects totaling \$347k for the benefit of this District because of Carr Fire impacts. At present, there remains approximately \$156k in reserve which was not used in completing the approved projects and continues to compound interest. It appears that an additional \$16k will become available as part of the close-out process.

Attachment(s) – None

MEMORANDUM

Date: October 9, 2025
To: Board of Directors
From: Chris Muehlbacher
Subject: **Old Business 3 – Muletown Turnout 10-Inch Meter Replacement Project**

Recommendation

INFORMATION – This provides a project update.

Discussion

The 10-inch UltraMag Meter has been received and is being scheduled for installation. While being quoted a four-week delivery, the meter was received much sooner, which will aid in replacing it more quickly. Installation will be completed by Sunrise Construction at a cost of \$1,700. The project remains within budget.

Fiscal Impacts

This project would be funded using the O&M Reserve. The total project is estimated as:

10-inch UltraMag Meter	\$ 7,500
Contractor Installation	\$ 2,000
Electrician Connection	\$ 500
Sub-Total	\$10,000
Contingency	\$ 1,000
Total	\$11,000

Attachment(s) – None